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January 20, 1982

AH

Memorandum for Messrs. Goldsmith
Horrigan
Hughes
Judge
Lougee

Re: CTR - First Supplemental Agreement with Mass. Mutual for Lease of a portion of 800 Second Avenue - Unanimous Written Consent by Executive Committee

Gentlemen:

As you know, we are negotiating a lease on behalf of CTR, for a portion of the 6th floor of 800 Second Avenue, New York, New York, as additional space for the Literature Retrieval Division. Execution of this lease requires unanimous approval of the Executive Committee.

Enclosed is a Consent to adoption of appropriate resolutions concerning this matter. If this document meets with your approval, please sign it and return it to me at your earliest convenience.

With best regards.

Yours sincerely,

Janet S. McClendon

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JSM:zl
Encls.
cc: Messrs. Ahrensfeld - (w/encl.)
Henson - (w/encl.)
Pepples - (w/encl.)
Stevens - (w/encl.)
Witt - (w/encl.)

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Source: https://www.industrydocuments.ucsf.edu/docs/hqdj0000